

**JOINT MEETING OF THE
OLDE TOWN ARVADA BUSINESS IMPROVEMENT DISTRICT
AND HISTORIC OLDE TOWN ARVADA
BOARD OF DIRECTORS**

Approved 7/26/17 - Meeting Minutes

Held: June 28, 2017 – 2:00 PM
Coors Credit Union, 5675 Olde Wadsworth Blvd

BID Board Members Present:

Karen Miller, President	Scott Spears
Mike Huggins, VP / Treas.	Debbie Hanson
Lori Drienka	Absent:
Mary Fedje	Marty Hester

HOTA Board Members Present:

Karen Miller	Scott Spears
Debbie Hanson	Absent:
Lori Drienka	Drew Gordon

Also in Attendance:

Jessica Prosser – City of Arvada	Nancy Ford – City of Arvada
Allison Trembly – AEDA	Rhiannon Meyers – Coors Credit Union
Cindy Jaye – Arvada Library	Shelly Christopherson – Resident
Emily Biederman – Steuben’s	Joey Casanova - Steubens

Call to order: 2:01 PM. Quorum was deemed present and the meeting ensued.

Disclosure of potential conflicts of interest: None at this time.

Approval of the Agenda: Upon motion, second and unanimous agreement, the Board approved the Agenda for the meeting.

Introductions and Public Comment:

Rhiannon offered an overview of the Credit Union in Olde Town and the presence they hope to have in the community.

Joey and Emily would like Steubens to be included in the BID boundaries, to be a part of Olde Town, along with a presence on the Olde Town website and Merchant map. Sponsorship for marketing a possibility, they also noted that other businesses on the north side of Ralston are interested in the same.

Karen offered some history on BID and the current boundaries, the Board will further discuss a program to potentially incorporate others.

Shelly Christoperson shared her thoughts on 2017 Second Saturday events in OT, her key points were; location, low vendor participation, ADA accessibility and Silver Vines not being present, overall, she liked the event in the square and the location of the stage.

Karen commented on the layout and location offering some history and reasoning and agreed that we will be adding vendors to the coming dates.

Approval of Minutes: Meeting held; May 24, 2017, reading was waived. A correction to the wording, clarification of security program being up for discussion will be made prior to posting. Motion to approve with corrections was seconded, minutes were approved.

Treasures Report: None at this time.

Presidents Report: Karen Miller offered; The Exec. Director, Nathan is due to start July 10, 2017.

The BID budget allowed for updates to the HOTA/BID office space, those updates are currently underway.

July meeting BID officers will change. Karen gave an overview of BID officers from the onset to date.

Prall is currently working on:

- Email sign up boxes, pick up of the cards and list creation.
- Kiosk in the square updates - Jean Gordon with the Visitor Center has offered to contribute to the revamping. Prall will obtain an updated proposal and obtain a second quote.
- Event policy / zone project
- (2) interns will be present for July SS in lieu of Prall.
- Updates to the marketing / merchant map on the website will take place after an accumulation of changes is ready. *A note was mentioned that incorporating phone numbers to the merchant list on the map has been missed and reincorporating that information would be helpful.

Volunteer recruitment:

- The volunteer package has been newly revamped.
- Please share FB post for volunteer recruitment and encourage others to do the same.
- Scott updated on the current sign up needs for volunteers.
- Maybe an additional offering of an added 25\$ OT GC for late shift volunteers to do breakdown.
- More direction needed across the board with volunteers and cleanup crew.
- Steubens is willing to offer gift cards for the volunteer packages and will help to promote by having the event flyers as handouts in the restaurant.

Events & Happenings:

July 8th and August 12th – Second Saturday events

Flicks – August 4th 11th and 18th.

City Update:

Jessica presented an overview of public bathroom options in OT, the Portland public Toilet is being considered, some of the key points are auto locks that will open after 3 minutes of being locked, sink on the outside, (1) toilet area, stripped down, approximately 6x9 in size, open at the top and bottom. The square may be the location of installation, the goal is to install by the end of 2017.

The Board had the following questions and opinions:

- Will a Community Meeting be hosted by the city to get feedback prior?
- How far will the outreach go on getting feedback?
- Will signage be displayed for wayfinding to the services?
- How often will the area be services? 3 times per day, 7 days a week.
- The Library is still an option for day usage. The Library appreciated the public facilities being installed.
- Why the square? Utilities need to be present within 50' of installation.
- Drug use in the toilet is a concern.
- Will a sharps container be installed?
- Is the pedestrian plaza at the HUB an optional location?
- It will be well lit both interior and exterior.
- Are other location options being considered? Webster lot and McIlvay Park are options?
- 350k to install.
- A suggestion was made to park a potty trailer in different locations around OT as a "pilot potty program" with an option to text or email public opinion and comment to the City.

A list of Mid-Year Report items was derived by collaborating around the table, those items will be added to the BID Mid-Year Report format and sent to the board for tweaks and approval prior to City submittal.

Meeting Adjourned: Karen Miller, adjourned the meeting at 3:25 PM